

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT  
Auditor-Controller

(2) MEETING DATE  
April 25, 2006

(3) CONTACT/PHONE  
Lisa R. Jackson  
(805) 781-4846

(4) SUBJECT  
Submittal of a cash procedures review of the County Treasurer's Office conducted on March 16, 2006.

(5) SUMMARY OF REQUEST  
As directed by California Government Code Sections 26905 and 26923, an unannounced cash procedures review was conducted of the County Treasurer's Office and all funds in the custody of the Treasurer were accounted for and balanced to the Treasurer's Daily Cash Report. County funds as of March 16, 2006, totaled \$438,978,091.94 of which invested funds totaled \$436,166,461.39. The investments were reviewed and found to be in compliance with the current County Treasurer's Investment Policy.  
Our examination was made in accordance with Generally Accepted Auditing Standards and included such tests of records and procedures that we considered necessary in the circumstances.

(6) RECOMMENDED ACTION  
The results of our review are provided for your Board's review. No departmental response is required.

(7) FUNDING SOURCE(S)  
N/A

(8) CURRENT YEAR COST  
N/A

(9) ANNUAL COST  
N/A

(10) BUDGETED?  
☐ YES ☒ N/A  
☐ NO

(11) OTHER AGENCY/ADVISORY GROUP INVOLVEMENT (LIST):

(12) WILL REQUEST REQUIRE ADDITIONAL STAFF? ☒ No ☐ Yes, How Many? \_\_\_\_\_  
☐ Permanent \_\_\_\_\_ ☐ Limited Term \_\_\_\_\_ ☐ Contract \_\_\_\_\_ ☐ Temporary Help \_\_\_\_\_

(13) SUPERVISOR DISTRICT(S)  
1st, 2nd, 3<sup>rd</sup>, 4th, 5th, All

(14) LOCATION MAP  
☐ Attached ☒ N/A

(15) AGENDA PLACEMENT  
☒ Consent ☐ Hearing (Time Est. \_\_\_\_\_)  
☐ Presentation ☐ Board Business (Time Est. \_\_\_\_\_)

(16) EXECUTED DOCUMENTS  
☐ Resolutions (Orig + 4 copies) ☐ Contracts (Orig + 4 copies)  
☐ Ordinances (Orig + 4 copies) ☒ N/A

(17) NEED EXTRA EXECUTED COPIES?  
☐ Number: \_\_\_\_\_ ☐ Attached ☒ N/A

(18) APPROPRIATION TRANSFER REQUIRED?  
☐ Submitted ☐ 4/5th's Vote Required ☒ N/A

(19) ADMINISTRATIVE OFFICE REVIEW

*Richard Schmier*

*B-6-5-0  
4-25-06*

**County of San Luis Obispo**  
**Office of the Auditor-Controller**  
Room D220 County Government Center  
1055 Monterey Street  
San Luis Obispo, California 93408  
(805) 781-5040 FAX (805) 781-1220



**GERE W. SIBBACH, CPA**  
**Auditor-Controller**  
**BILL ESTRADA**  
**Assistant**

TO: HONORABLE BOARD OF SUPERVISORS

FROM: GERE W. SIBBACH, AUDITOR-CONTROLLER *ky BE*

DATE: APRIL 25, 2006

SUBJECT: SUBMITTAL OF A CASH PROCEDURES REVIEW OF THE COUNTY  
TREASURER'S OFFICE CONDUCTED ON MARCH 16, 2006.

Recommendation

The results of our review are provided for your information; no departmental response is required.

Discussion

As directed by California Government Code Sections 26905 and 26923, an unannounced cash procedures review was conducted of the County Treasurer's Office and all funds in the custody of the Treasurer were accounted for and balanced to the Treasurer's Daily Cash Report. County funds as of March 16, 2006, totaled \$438,978,091.94 of which invested funds totaled \$436,166,461.39. The investments were reviewed and found to be in compliance with the current County Treasurer's Investment Policy.

Our examination was made in accordance with Generally Accepted Auditing Standards and included such tests of records and procedures that we considered necessary in the circumstances.

Other Agency Involvement

The cash procedures review was conducted at the County Treasurer's Office.

Financial Considerations

Our review verified that funds reported by the Treasurer's Office equaled cash on hand and funds held by financial institutions.

Results

The Auditor-Controller's program of quarterly cash procedures reviews of the Treasury fulfills Government Code requirements and informs the Board of Supervisors and the public on the status of the County Treasury.

Board of Supervisors  
April 7, 2006  
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Attachment

County Treasury Cash Certification.

We would like to thank the County Treasurer and his staff for their cooperation during the course of the cash count and review.

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STATE OF CALIFORNIA  
County of San Luis Obispo

The undersigned County Auditor-Controller, having counted the monies in the County Treasury, as required by Section 26920 of the Government Code of the State of California, makes the following statement as of the 16th day of March, 2006, to wit:

Office Funds:

Cash per Treasurer's Daily Cash Report .....	\$ 61,146.35	\$ 61,146.35
Add: Deposit Permits Received .....		
Less: Bank Deposits .....		
TOTAL CASH ACCOUNTABILITY .....	\$ 61,146.35	

Currency .....	5,576.00
Coin .....	444.43
Credit Card for Collection .....	26,165.02
Returned Checks .....	5,300.38
Online Payments for Collection .....	23,660.52
TOTAL CASH PER COUNT .....	\$ 61,146.35

Cash Difference Fund \$ 57.95

Active Bank Accounts:


Union Bank .....	2,348,423.00
Mid State Bank .....	402,061.20
Active Bank Accounts .....	2,750,484.20

Investment Accounts:

Local Agency Investment Fund (LAIF) .....	40,000,000.00
Repurchase Agreements .....	13,097,547.63
United States Government and Government Agency Securities .....	258,912,562.65
Bankers Acceptances .....	16,552,484.42
Commercial Paper .....	-
Treasuries .....	107,603,866.69
Investments .....	436,166,461.39
TREASURER'S BALANCE .....	\$ 438,978,091.94

Balance at the Beginning of the Month .....	452,987,335.18
Add: Receipts for the Month .....	31,028,389.38
Less: Disbursements for the Month .....	(45,037,632.62)
TREASURER'S BALANCE .....	\$ 438,978,091.94

Witnesses:

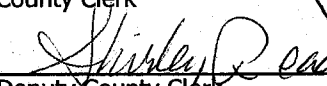
  
\_\_\_\_\_  
*Maria Estrella*  
\_\_\_\_\_

  
\_\_\_\_\_  
County Auditor-Controller

APR 12 2006

Subscribed in triplicate and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2006.



By **JULIE L. RODEWALD**  
County Clerk  
  
Deputy County Clerk